

CITY OF LODI  
INFORMAL INFORMATIONAL MEETING  
"SHIRTSLEEVE" SESSION  
CARNEGIE FORUM  
305 WEST PINE STREET  
TUESDAY, JANUARY 18, 2000

An Informal Informational Meeting ("Shirtsleeve" Session) of the Lodi City Council was held Tuesday, January 18, 2000 commencing at 7:00 a.m.

ROLL CALL

Present: Council Members – Hitchcock (arrived at 7:03 a.m.), Land, Nakanishi, Pennino  
(arrived at 7:03 a.m.) and Mann (Mayor)

Absent: Council Members – None

Also Present: City Manager Flynn, Deputy City Manager Keeter, Economic Development Director Goehring, Information Systems Manager Helmle, Public Works Director Prima, Community Development Director Bartlam, Finance Director McAthie, Police Chief Hansen, Fire Chief Kenley, Parks and Recreation Director Williamson, Electric Utility Director Vallow, City Attorney Hays and City Clerk Reimche

Also in attendance was a representative from the Lodi News Sentinel and The Record.

TOPIC(S)

1. Budget Review

ADJOURNMENT

No action was taken by the City Council. The meeting was adjourned at approximately 8:05 a.m.

ATTEST:

  
Alice M. Reimche  
City Clerk



## CITY OF LODI

## COUNCIL COMMUNICATION

**AGENDA TITLE:** Budget Review

**MEETING DATE:** January 18, 2000

**PREPARED BY:** Deputy City Manager

**RECOMMENDATION:** That staff review with Council Major City Projects as identified in the 1999-2001 Financial Plan and Budget.

**BACKGROUND INFORMATION:** The proposed budget calendar has been revised to begin Major City Projects review on January 18, 2000. The following meeting on January 25, 2000 will focus on the Public Safety Building Financing and General Fund Long-Term Plan and will be presented by Alex Burnett (Public Financial Management). The February 7, 2000 Shirtsleeve meeting has been tentatively scheduled to complete discussions of either the Major City Projects or the Public Safety Building Financing.

Staff will begin the January 18<sup>th</sup> meeting with a brief review of the adopted Goals and a recapitulation of the Objectives. Staff will then address the status of each of the 19 Major City Projects. The Management Team will be present to answer any specific questions regarding their projects and copies of the overheads are attached for your information.

**FUNDING:** Not applicable

Respectfully submitted,

Janet S. Keeter  
Deputy City Manager

Approved \_\_\_\_\_  
H. DIXON FLYNN, City Manager

## **MAJOR CITY GOALS (5)**

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- ◆ IMPROVE CUSTOMER SERVICE**
- ◆ ENHANCE ACCESS TO INFORMATION**
- ◆ ENSURE AN EFFICIENT AND PRODUCTIVE CITY ORGANIZATION**
- ◆ ENHANCE QUALITY OF LIFE AND PROVIDE A SAFE ENVIRONMENT FOR CITIZENS**
- ◆ DEVELOP THE LODI ECONOMY**

## **MAJOR CITY OBJECTIVES (16)**

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- ◆ **DEVELOP SHORT & LONG RANGE OPERATIONAL PLANS**
- ◆ **PROMOTE PUBLIC RELATIONS & MARKETING EFFORTS**
- ◆ **IMPLEMENT INFORMATION SYSTEMS STRATEGIC PLAN**
- ◆ **PURSUE EFFORTS TO BE ENTREPRENEURIAL**
- ◆ **MAINTAIN CITY'S SENSE OF COMMUNITY**
- ◆ **PROMOTE COMMERCIAL/INDUSTRIAL BASE**
- ◆ **PROVIDE RESOURCES TO MAINTAIN CITY'S INFRASTRUCTURE**
- ◆ **CONTINUE TO USE PARTNERSHIPS & ALLIANCES TO ADVANCE CITY'S OBJECTIVES**
- ◆ **PROMOTE URBAN FORETRY**
- ◆ **PROVIDE FOR A BALANCED COMMUNITY**
- ◆ **ENCOURAGE PUBLIC ART, CULTURAL & RECREATIONAL OPPORTUNITIES**
- ◆ **PROVIDE APPROPRIATE & SUFFICIENT CITY FACILITIES**
- ◆ **DEVELOP EFFECTIVE RECORDS MANAGEMENT PROGRAM**
- ◆ **EVALUATE TELECOMMUNICATIONS OPPORTUNITIES**
- ◆ **DEVELOP & REVIEW POLICIES RELATING TO PROVIDING TIMELY & COMPETENT CUSTOMER SERVICE**
- ◆ **PROVIDE EMPLOYEE TRAINING & EDUCATION**

The Capital Improvement Budget will emphasize project planning, with projects progressing through at least two and up to six of the following phases:

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- ◆ **DESIGNATED** - Set aside funding for future project development under "pay-as-you-go" financing.
- ◆ **STUDY** - Includes concept design, site selection, feasibility analysis, schematic design, environmental determination, property appraisals, scheduling, grant application, grant approval, and specification preparation for equipment purchases.
- ◆ **ACQUISITION** - Includes equipment purchases and property acquisition for projects, if necessary.
- ◆ **DESIGN** - Includes final design, plan and specification preparation, and construction cost estimation.
- ◆ **CONSTRUCTION** - Includes bid administration, construction, project inspection and management, and closeout.
- ◆ **DEBT SERVICE** - Installment payments of principal and interest for completed projects funded through debt financing

## **2000-2001 Financial Plan and Budget**

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### **MAJOR BUDGET PREPARATION MILESTONES**

	<b>STAFF</b>	<b>PUBLIC MEETINGS</b>
City Manager, Finance Director – Prelim meeting	1/3/00	
Introduction of Annual Audit to Council		1/5/00
Capital Improvement Plan (CIP) – Prelim meeting	1/5/00	
Budget Calendar Release		1/11/00
Prelim Meeting to Review Calendar and Budget Process		1/11/00
Review of Major City Project status		1/18/00
Review of Public Safety Build Financing & G F L/t Plan		1/25/00
Issue Budget Instructions Memo	2/7/00	
Submit Significant Budget Change Requests to Finance	2/21/00	
City Manager Review of Budgets and Significant Change Requests	3/6/00	
Budget Overview -		4/18/00
Draft Financial Plan and Budget Release	4/25/00	
Introduced at Regular City Council Meeting		5/3/00
Adopt 2000-2001 Financial Plan & Budget		5/17/00

## **MAJOR CITY PROJECTS (20)**

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### **◆ PUBLIC SAFETY BUILDING**

- POLICE ADMINISTRATION**
- FIRE STATION #1**
- FIRE STATION #2**
- FIRE STATION #4**

### **◆ ELECTRIC UTILITIES STRATEGIC MASTER PLAN**

- ELECTRIC UTILITY TRANSMISSION LINES**
- STREET LIGHTS**

### **◆ WATER/WASTEWATER UTILITY SERVICE IMPROVEMENTS**

- LINES AND SERVICE**
- PCE/TCE CLEANUP**

### **◆ PUBLIC ROAD IMPROVEMENTS**

- LOWER SACRAMENTO ROAD EXPANSION**
- KETTLEMAN LANE**

♦ **RAILROAD TRACKS**

- **LOCKEFORD STREET AND LODI AVENUE**

♦ **ECONOMIC STRATEGIC PLAN FOR LODI**

- **BUSINESS PARK**
- **DOWNTOWN THEATER**
- **PARKING STRUCTURE**

♦ **DEVELOP GREENBELT**

- **REDEVELOPMENT AGENCY FORMATION**

♦ **INFORMATION SYSTEMS STRATEGIC PLAN**

- **FIRE RECORDS MANAGEMENT SYSTEM**
- **DEPARTMENT USE OF INTERNET**
- **SOFTWARE FOR PUBLIC ACCESS TO CITY INFORMATION**
- **JDE FINANCIAL SOFTWARE/ORCOM**

♦ **LONG TERM FINANCIAL FUNDING STUDY**



## CITY GOALS

**Goal:** *Attract, Retain and Invest in a Quality City Work Force*

*A successful city organization values its employees and the work they do to serve the community.*

*The City is committed to setting high standards of work performance, providing necessary training for staff development, assuring fair compensation and treating its employees with dignity and respect.*



**MEMORANDUM, City of Lodi, Public Works Department**

**To:** City Council  
Dixon Flynn, City Manager

**From:** Richard Prima, Public Works Director

**Date:** January 18, 2000

**Subject:** Radon

A handwritten signature in black ink, appearing to read "Richard", is written over the "From:" line.

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Attached is a copy of the laboratory results from one of the three basement radon tests City staff had performed. The information sheet provides additional background material on radon testing and risk. Note that the risk is much greater for smokers than non-smokers.

The level shown in this test was 4.6 pCi/l, slightly over the EPA's level of concern. The other two tests showed levels of 1.2 and 3.4 pCi/l.

RCP/rcp

attachment

cc: Water/Wastewater Superintendent



929 Mt. Zion Road  
Lebanon, PA 17046  
1-800-523-4964

11/2/99

# REPORT OF RADON TEST RESULTS

City of Lodi/Mike Schafer  
1331 South Ham Lane  
Lodi, CA 95242

Thank you for using Key Technology radon detectors and laboratory services. The radon level measured from the Key-Rad-Kit exposed in your home or office is as follows:

Canister Opened: 10/24/99 Canister Closed: 10/26/99

<u>Location</u>	<u>Serial No.</u>	<u>Radon Level - pCi/l</u> <u>Picocuries per liter</u>
Bst. 1B	508242	4.6

Charcoal canisters are recommended by the U.S. Environmental Protection Agency (EPA) as a simple, cost-effective way to obtain quick "screening" measurements of indoor radon. However, since indoor radon levels can change from room to room and from season to season, a single screening test is not a reliable means of making mitigation decisions for your home or office. This test result only indicates whether you may have a potential radon problem that would require further testing.

EPA recommends that you perform follow-up tests if your initial screening measurement is above 4.0 pCi/l. EPA also recommends that corrective actions be taken to reduce levels below 4 pCi/l when radon levels measured in several rooms of your home reach a long-term average of 4 pCi/l or greater.

Key Technology has successfully passed every round of EPA's proficiency tests (EPA ID #1273000), and we maintain an extensive quality control program to assure the accuracy of test results. However, Key Technology does not warrant that test results are representative of any conditions in your home. We take no responsibility for any decisions made based on these test results.

If you have questions or would like more information about radon, please contact your state health department at (800)745-7236. If you wish to order additional radon test kits, please call Key Technology at (800)-523-4964 or use the enclosed order form.

Again, thank you for using Key Technology detectors and services.

Enclosure

Raymond H. Johnson  
Laboratory Director  
EPA RMP ID #114040T

<http://www.keyradon.com/gas>

NATIONWIDE RADON INDUSTRY LEADER

# Radon And You

## What is Radon?

Radon is a naturally occurring, radioactive gas that comes from the breakdown of uranium in soil, water and rocks. It enters your home through cracks and other openings in the foundation.

Some amount of radon can be found everywhere - even outside air contains about 0.4 pCi/L. The average radon level in U.S. homes is 1.3 pCi/L, although this number may be higher or lower in your home than in others. You can call your state radon office to find out the average radon level in your area, but remember every home is different. Your house could have significantly different radon levels than your neighbor's house. Therefore, the Environmental Protection Agency (EPA) and the U.S. Surgeon General strongly recommend **all** homes be tested for radon.

## How Does Radon Affect You and Your Family?

Radon is the second leading cause of lung cancer (next to cigarette smoking) in the nation. Your lung cancer risk associated with radon is determined by the level of radon in your home, the length of time exposed to that level and whether or not you smoke or have ever smoked. Smoking increases your radon risk 10 to 20 times, as shown in the tables below.

As with other environmental pollutants, there is some uncertainty about risks associated with radon. However, more is known about radon than about other cancer-causing substances because estimates are based on studies of humans (uranium miners). It is never too late to reduce your lung cancer risk. If your home has a radon problem, don't wait - fix it now. If you smoke, stop smoking now.

Radon Risk If You Smoke			
Radon Level	If 1000 people who smoked were exposed to this level over a lifetime	The risk of cancer from radon exposure compares to ...	WHAT TO DO Stop Smoking and ...
20 pCi/L	About 135 people could get lung cancer	100 times the risk of drowning	Fix your home
10 p Ci/L	About 71 people could get lung cancer	100 times the risk of dying in a home fire	Fix your home
8 pCi/L	About 57 people could get lung cancer		Fix your home
4 pCi/L	About 29 people could get lung cancer	100 times the risk of dying in an airplane crash	Fix your home Consider fixing between 2 and 4 pCi/L
2 pCi/L	About 15 people could get lung cancer	2 times the risk of dying in a car crash	
1.3 pCi/L	About 9 people could get lung cancer	(Average indoor radon level)	(Reducing radon levels below 2 pCi/L is difficult)
0.4 pCi/L	About 3 people could get lung caner	(Average outdoor radon level)	
Note: If you are a former smoker, your risk may be lower.			

Radon Risk If You Have Never Smoked			
Radon Level	If 1000 people who smoked were exposed to this level over a lifetime	The risk of cancer from radon exposure compares to ...	WHAT TO DO
20 pCi/L	About 8 people could get lung cancer	The risk of being killed in a violent crime	Fix your home
10 p Ci/L	About 4 people could get lung cancer		Fix your home
8 pCi/L	About 3 people could get lung cancer	10 time the risk of dying in an airplane crash	Fix your home
4 pCi/L	About 2 people could get lung cancer	The risk of drowning	Fix your home Consider fixing between 2 and 4 pCi/L
2 pCi/L	About 1 person could get lung cancer	The risk of dying in a home fire	
1.3 pCi/L	Less than 1 person could get lung cancer	(Average indoor radon level)	(Reducing radon levels below 2 pCi/L is difficult)
0.4 pCi/L	Less than 1 person could get lung cancer	(Average outdoor radon level)	
Note: If you are a former smoker, your risk may be higher.			

Key Technology, Inc. - P.O. Box 562, Jonestown, PA 17038

*"Nation's Radon Industry Leader"*

## How Should I Interpret My Radon Result?

Your result is reported in pCi/L which stands for picoCuries per liter and is a standard unit for measuring radon in homes. Following is a table to help you decide what actions, if any, should be taken based on your radon result:

If your radon result or the average of two simultaneous or consecutive radon results is less than 4 pCi/L:  
**No radon problem is present at this time. Retest in the future, especially after making renovations to your home.**

If your radon result or the average of two simultaneous or consecutive radon results is 4 pCi/L or greater, but less than 10 pCi/L:  
**Perform follow-up measurements with long-term alpha track detectors for 90 days to one year, if time permits. Otherwise, perform follow-up measurements with short-term charcoal canisters. If follow-up measurements show average results of 4 pCi/L or greater, a radon problem is present and should be corrected as soon as possible.**

If your radon result or the average of two simultaneous or consecutive radon results is greater than 10 pCi/L:  
**Perform follow-up measurements with short-term charcoal canisters to confirm initial test results. If follow-up measurements show average results of 4 pCi/L or greater, a radon problem is present and should be corrected as soon as possible.**

Note: Consecutive or simultaneous radon results must come from the same room according to the EPA's "Home Buyer's and Seller's Guide to Radon" (March 1993)

## Correcting a Radon Problem

If your home or building has a radon problem, you're not alone. One out of 15 homes in the U.S. has an elevated radon level. Contact your state radon office to request a copy of the "Consumer's Guide to Radon Reduction" (August 1992) and information about EPA-listed and/or state-certified radon mitigation contractors in your area.

## Special Note for Real Estate Transactions

If you've tested your home in regard to a real estate transaction, call your state radon office and request a copy of the "Home Buyer's and Sellers Guide to Radon" (March 1993) and the "Protocols for Radon and Radon Decay Product Measurements in Homes" (June 1993) for more information and guidance on radon and real estate transaction.

**Important Note:** No level of radon is considered to be "safe". The U.S. Government has set a long-term goal that indoor radon levels be no more than outdoor levels. While this goal is not yet technologically achievable for all homes, the radon levels in most homes today can be reduced to 2 pCi/L or below.

### Ordering Follow-up Detectors is Easy

You can get additional charcoal canisters, alpha track detectors or radon in water test kits directly from Key Technology by completing the enclosed order form and mailing with payment to the address indicated. Credit card orders (VISA/Mastercard) may be accepted by phone - just call 1-800-523-4964. (No COD's please.) Or check with your local hardware store, and be sure to ask for **Key Technology radon gas test kits** to assure the best quality and service!

Note: Portions of this material have been taken from EPA documents, "Home Buyer's and Seller's Guide to Radon" (March 1993) and "Protocols for Radon and Radon Decay Product Measurements in Homes" (June 1993).

**Thank you for using Key Technology radon gas test kits and laboratory services!**

**Key Technology, Inc. - P.O. Box 562, Jonestown, PA 17038**

*"Nation's Radon Industry Leader"*

# MAJOR CITY PROJECTS UPDATE



Lodi City Council  
Shirtsleeve Session  
Tuesday, January 18, 2000

## **PUBLIC SAFETY BUILDING**

***New Police Building*** - The Master Plan phase of the project has been completed and the Schematic Design phase has begun which will define the site and building configuration and layout. The architect has given staff a first draft of building floor plans. Police Department and Public Works staff are meeting with the architect on January 18, 2000 to discuss the programming functions and desired layout of the new building.

***Fire Stations 1, 2 and 4*** - As a result of the Special Council meeting held on Wednesday, August 25, 1999 at which time the City Council authorized the construction of Station 4 and the remodel of Station 2, a meeting was held with the architect, Public Works, and Fire Management and Labor representatives. The purpose of the meeting was to develop a list of components required for a typical modern-day fire station. Components included modules such as: bedrooms, turnout storage, workout room, equipment needs, apparatus bay needs, Captain's office, kitchen, etc. After that meeting, the architect compiled a list of components, equipment and special needs and distributed that report to all members present at that meeting.

### **Specifically:**

***Station 4*** - The Fire Department, Public Works staff and the architect have met and are in the process of reviewing alternate plot plan designs that will provide the desired program functions and fit within the designated site limitations. Staff is meeting with the architect on January 18, 2000. Construction is anticipated to be completed by March 1, 2001.

***Station 2 (predicated on PSB financing)*** - Since Station 2 is an existing building, the exercise to identify and agree upon the specific components of a typical fire station is critical for the architect to be able to take an existing building and turn it into a modern-day fire station. Therefore, once the modules are identified, the architect can begin to design the layout within the existing Fire Station 2. Based on this and the need to have both Station 2 and Station 4 completed at the same time, the following time line has been developed for completion of the remodel of Station 2:

On or before March 15:	Agree upon module design of living and workspace.
On or before May 15:	Complete architectural design and submit to planning department for review and permit.
On or before July 15:	Permit should be issued and the bid process started to identify the builder.
On or before October 1:	Bid awarded, builder identified and construction started.
March 1, 2001:	Construction completed.

***Station 1 (Public Safety Building Interim)*** - Interim improvements to the existing building are being discussed in conjunction with a proposed Police Department reorganization and energy efficiency improvements to the building. The project team, consisting of the Police Department, Fire Department, and Public Works staff has met with the architect to begin this work. We are looking at the possible relocation of the dispatch area across the hall to provide better working conditions until the new building is completed. We are also looking at opportunities to replace the existing HVAC equipment and boiler (using grant funds) with equipment that will be functional in the renovated buildings. This should help the living conditions within the building for all concerned. The current plan is to get Station #4 completed and relocate Station #1 staff to Station #2 and Station #4. With Station #1 vacant, we can proceed with renovation of that space. We are meeting with the architect on January 18, 2000.

### **ELECTRIC UTILITIES STRATEGIC MASTER PLAN**

***Electric Utilities Transmission Lines*** - The Electric Utility Department operates electric transmission and distribution systems, which provides reliable service to the City's customers. With the present operating configuration, the City purchases and generates electrical energy from various sources and routes the energy through the Lockeford substation and the interconnected 60KV system to Lodi. Through an exhaustive review process the department has identified alternatives that, if selected, could meet it's long-range costs, capacity requirements and reliability goals. Alternatives include connection to PG&E facilities, to Western Facilities, to PG&E and Western jointly, or connecting the easterly source to the proposed west source.

In late 1999, these alternatives were presented to various utility committees including the Sacramento Area Transmission Study Group (SATPG). Presently the alternatives are being reviewed by the SATPG in conjunction with PG&E and Western Area Power Administration. The SATPG review includes recent system and loading changes and will determine the effect of the project as an integrated system. The review results are expected to be completed in April, 2000 and Council will be briefed on the results of the study.

***Street Lights*** - The Engineering and Operation Division is proposing to enter into a professional services agreement with Navigant Consulting, Inc. to review current street lighting design and construction specifications. This proposal is agendized for approval by the City Council at the meeting on January 19, 2000.

Upon receipt of the consultant's recommendations, the design phase can be initiated. Unfortunately, with the current demand from other distribution system projects, staffing is not available to proceed on design, preparation of bid documents, the bidding process and contract administration associated with actual construction. The Division is actively, through the Human Resources Department as well as independently, looking for contract employees to perform the above tasks. However; at present, no qualified candidates have been located. It is possible to have the design, bidding and contract administration performed by consultants as well.



## WATER/WASTEWATER UTILITY SERVICE IMPROVEMENTS

*Lines and Service* - Public Works staff has met to identify highest priority locations to begin a formal replacement program. Staff is also preparing an analysis of revenue needs to continue the program and intends to present this to the Council in February/March 2000. Additional staff included in the current budget to handle the program has not yet been hired. New staff will consist of an Inspector, a Sr. Civil Engineer and an Engineering Technician. A replacement City Engineer is being recruited and is expected to be on board by the first of April. Filling these vacancies and starting the replacement program will be the new Engineer's highest priority. Evaluation and replacement and/or upgrading of existing lines within the limits of street projects is ongoing.

*PCE/TCE Clean-Up* - This item is currently is litigation through the City Attorney's Office

## PUBLIC ROAD IMPROVEMENTS

*Lower Sacramento Road* - Design work between Kettleman Lane and Turner Road is 50% complete, however the consultants are having to do significantly more environmental work than anticipated. Caltrans has been helpful in processing, however there are still have many steps to go through before construction can begin. Alternatives have been developed to minimize the need to acquire right-of-way and will be presenting those to affected property owners and the public at the next informational meeting tentatively scheduled for the end of this month. Staff anticipates beginning road construction in summer 2000. Modifications to the WID box culvert crossing Lower Sacramento Road south of Raley's is underway. This work will allow the road work to take place without having to wait for the canal to be emptied next season.

*Kettleman Lane* - The project to install a traffic signal at Crescent Avenue, a new entrance to the Vineyard Shopping Center and raised median between Hutchins Street and Ham Lane is underway. Signal poles and mast arms have been in short supply due to the manufacturer and will not be available until March, 2000, however once they are received, the work will progress quickly.

The City has applied for State grants to install additional median in the segment west of Hutchins Street to east of School Street and to modify the signal at Tienda Drive and entrance to WalMart to provide dual left turn lanes along with widening on the north side east of Tienda to provide two westbound lanes. Both projects scored well within Caltrans District 10 (1<sup>st</sup> and 6<sup>th</sup> place in the Safety Index Category) and we were optimistic they would be funded soon. However staff was notified on January 11, 2000 that a statewide change in the safety program could delay all these projects and a new list would not be available until after March 31, 2000

## RAILROAD TRACKS

The City's consultant - Frederick Harris, Inc. has made contact with the railroad and nearly completed their information gathering. They are working on laying out the necessary modifications to the tracks to accommodate removal of the Lodi Avenue tracks. Response from the railroad indicates this is not a high priority for them.

## ECONOMIC STRATEGIC PLAN

***Downtown Theater Project*** - The downtown multiplex cinema project is progressing well. The developers, Ed and Anthony Barkett, have closed escrow on the Newfield parcels and a contamination clean-up plan has been implemented. In the meantime, an architect out of Seattle, WA has been retained and is currently working on a floor plan layout and exterior elevation plan to coincide with comments and recommendations made by staff, the developers and theater operators during a recent December meeting. The Barketts have retained F & H Construction as their contractor and have recently signed a lease agreement with the theater operators, North American Cinema Inc., based in Santa Rosa, CA. It was just recently announced that available retail space of approximately 8,500 square feet located within the theater building will be marketed by Sims Grupe Management Corp. of Stockton. Rick Forrester and Phil Johnson will be handling marketing responsibilities and will meet with staff on January 19th to discuss other downtown improvements and activities.

Escrow is expected to close on the Senior Citizen property at the end of January, with the City-owned property to follow. Project construction is expected to begin in the spring of 2000 with an anticipated completion in December 2000. So, **fire up that popcorn and let's go to the movies, Lodi!**

***Industrial Business Park*** - Lodi's proposed Industrial Campus-like Business Park was targeted to be located at the northeast corner of Kettleman Lane and Beckman Road. When the Council included the business park concept as one of the City's major projects, a substantial portion of the subject property, approximately 60-70+/- acres and held by Geweke Properties, was available for a business park development. In fact, several brainstorming sessions were held with Dale Gillespie, representative of G-Rem, the development arm of Geweke Properties, to discuss the parcels business park development potential. Moreover, an additional 84.4 acres of unannexed land, but located within Lodi's designated general plan area and contiguous to the Geweke property, was also considered to have business park development potential. All parcels, when assembled, would total approximately 150 acres -- the minimum needed to render a development of this kind both cost-effective and marketable.

Since Council's priority goals have been identified, a couple of factors have changed. First, the Geweke family has purchased the Lodi Chrysler Dodge dealership, currently located downtown at the corner of Lockeford and Sacramento Streets, from the Guajardo brothers. A condition of the purchase, as stipulated by Chrysler Corporation, is that the dealership be relocated within 18 months to two years at a more suitable location -- Geweke has targeted a portion of its 60-70 acre Beckman site for its new Chrysler dealership facility and ultimately may consider consolidating the Ford/Jeep-Eagle and

RV dealerships at the same location. The acreage needed to accommodate this arrangement has not yet been defined. These moves, however, would undoubtedly invade the 60-70 acres substantially and reduce the amount of land available for a business park related development project. Finally, only two of the six property owners representing the additional 84 acres have agreed to annex their property into the city. Their parcels total only 29 acres, which when added to the Geweke remainder, leaves the City far short of what is needed for the project to be fiscally sound. Staff will continue its lobbying efforts in an attempt to show the four remaining owners the benefits of annexing their properties.

Given the changed conditions outlined above, the business park project will most likely be modified and staff will be compelled to re-evaluate the concept and research alternative sites and options. That said, the staff is currently writing the Business Park Zoning Designation which, when completed, will be applied to all the vacant property left in the area. Will the park be smaller? Maybe. However, the Hi Hopes parcels located north of the properties being annexed may be included in the proposed park if, by chance, they do not sell and are not developed beforehand.

***Parking Structure*** - Successful funding for a three-level parking structure on the northeast corner of Pine and Sacramento Streets with ground floor retail space along Sacramento Street was completed this past fall. With that, the firm of Gordon Chong and Partners was retained to do the design work for the project. This phase is proceeding on schedule. The program for the structure is just about set. A public meeting is scheduled for January 20th in order to present the project status and to receive input from interested merchants, property owners, and members of the general public. The Architectural portion of the project will continue into the month of February. The ground-breaking for the project should take place by late spring. Completion of the project could be as early as this time next year.

### **DEVELOP GREENBELT**

This project is also underway under the auspices of the 2X2X2 Committee that represents Lodi, Stockton and the County. The group has had two meetings thus far with the next scheduled for January 24th at the Fox Theater in Stockton. The first efforts of the Committee have been focused on defining an area to concentrate the program and having staff provide a working document of definitions and programs. The group has decided to host a series of community Forums that will be held in each city. These forums will be professionally facilitated with an eye on not only gathering community sentiment toward a "greenbelt" but also will provide some education on the various mechanisms that might be utilized should a pro-active program be initiated. These forums have not been scheduled as yet, but likely will take place this spring.

***Redevelopment Agency Formation*** - The City Council formed the Redevelopment Agency this past year. Following that action, the Agency retained the firm of Seiffel Associates to prepare a Redevelopment Plan. This firm is now working toward that goal. One of the first actions in the preparation of the Plan will be to define the Survey Area. The Agency meeting on February 16th has been tentatively scheduled for Agency adoption of this boundary. It is the goal to have the Plan completed and ready for Agency adoption before the end of the calendar year.

## **INFORMATION SYSTEMS STRATEGIC PLAN**

***Fire Records Management System*** – The Fire Incident Records component of the overall project is currently functional. Other modules will soon be on-line including training, maintenance, and personnel scheduling records.

***Department Use of Internet*** – City-wide access to the Internet (both individual e-mail to the desktop and web page browsing) is up and running. The comments thus far have been nothing but positive. The Internet has changed the way that the world does business, and the City of Lodi is in a position to be able to take advantage of this technology. It is expected that the use of the Internet will steadily increase and will allow the City to be more efficient than ever.

Though different departments use the Internet for various reasons, the ability to get accurate up-to-date information is of vital importance. When a problem is discovered in Information Systems, many times the vendor has a solution that is as simple as downloading an update off the vendor's web site. Thus, the problem can be resolved in minutes rather than days. There are many examples of efficiencies which are now being realized by staff through the use of the Internet.

***Software for Public Access to City Information*** – The capability for the public to access public documents will be realized in the very near future. The document imaging system is up and running, with over 25,000 pages scanned and available. The entire FileMagic system was converted to the new Fortis system and staff has now turned efforts to getting that information available to the public. As of this update, access to the documents are available on the Wide Area Network. Staff is trying to work out one minor problem with making it available on the Internet. This again will change the way that people are able to get information. The system gives the ability to search 25 or more years of public information by merely entering a word or phrase. Documents include minutes, agendas and other public documents. Within a few seconds, documents may be reviewed or printed from the comfort of one's own home or office. Staff is very excited about this new system.

***JDE Financial Software*** - The first phase of implementation included the General Ledger, Accounts Payable, Payroll and Human Resource modules. Focus this fiscal year has been on installation of Y2K software updates, connection with input ability for the Human Resource clerk, changing check stock with security features, expansion of direct deposit program, and automated financial reporting capabilities.

Staff is currently working on automated transfer of information from the ORCOM utility-billing system, automated bank reconciliation, implementation of job cost module, and implementation of the purchasing module.

Staff has been experiencing a technical problem (dropping off) with AS/400 connectivity to others located outside the annex. Until this problem is resolved, staff is holding off on connecting other departments. When it is corrected, staff will slowly roll out access. The slow roll-out will give staff a chance to address licensing requirements, security issues etc.

**ORCOM Software** - The implementation of the customer service (utility billing) system went very smoothly over the July 4<sup>th</sup> holiday. This implementation process included conversion to personal computers from “dumb terminals”, and the transition from “green screen” to windows environment. The new software offers greater flexibility – it gives staff the ability to make notations on accounts, attach information to an individual as well as a premise, accept credit card payments, and automates the transfer of information to the JDE Financial software.

Staff is currently refining cash balancing processes, reporting capabilities, the implementation of the rates study module, and electronic transfer of information to the credit bureau and refuse company. In the near future staff will be able to offer customers budget billing, and electronic payment options.

#### **LONG TERM FINANCIAL FUNDING STUDY**

Alex Burnett and Cameron Parks from Public Financial Management (PFM) have been working with Finance accounting staff to put together a long term General Fund analysis. Once the basic spreadsheet was developed, PFM staff worked with city staff to formulate assumptions upon which to project future years fund balance. With the finalization of these assumptions and projections, scenarios will be run on the impact of a Public Safety Building funding. This will become a “living” tool that will be useful for future financial planning.

Alex Burnett will present the study to Council at the January 25<sup>th</sup> and February 1<sup>st</sup> Shirtsleeve sessions.

#### **OTHER PROJECTS:**

**Skateboard Park** - Staff is preparing a Request for Qualifications and has developed a list of potential landscape architects. Council suggested that a Task Force be created to help develop the concept and to work with the architects. Staff will work with the Task Force when it is formed and will host public meetings with the Parks and Recreation Commission and City Council. Design, site location, and construction could cost \$150,000 - \$300,000 as most skateboard parks average 10,000 square feet.

***ProStyle Sports Regional Sports Complex*** - The project as presented by the proponent John Verner includes 400 acres of City-owned property near the White Slough Treatment Plant east of Interstate 5. The proposed project consists of soccer, baseball, softball, and football fields as well as a medical facility, retail shops, a hotel, an aquatics center, a RV park, a field house, and an ice hockey facility. The project is currently in the Environmental Impact Report stage that should be completed in Draft by March 2000. Recent actions include Parks and Recreation Commission support and Boosters of Boys and Girls Sports support of the project.

***Indoor Sports Facility*** - Various concepts are being explored and mainly include the north side of the Grape Bowl and the Parks and Recreation office area. In addition, a private consultant has approached the City who is interested in constructing and operating an indoor sports center on City-owned property. Staff will review this proposal and will continue to work with the Lodi Sports Foundation in reviewing funding and operational issues.